

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held at McQuaid's boardroom, Jordan Cres. On March 15, 2023, at 7:00 pm

Present: Dwayne McNeill, Jeff Bysterveldt, Jean-Paul Arsenault, Raena Parent, Shauna Barry, and Philip Murphy

Absent: Clare Martin, Matt Steeves, Lowell Vessey, and Carol Murphy

1. Minutes of the February 15 meeting

Draft minutes were reviewed. No changes were made.

- Raena will check with the Watershed Alliance to get further details on its forestry initiative and explore options to assess Fiona damage, including a drone.

Moved by Jeff, seconded by Philip that the minutes be adopted as read. All in favour. Motion carried.

2. Chairperson's Report – Dwayne McNeill

- Dwayne attended the "Building Resilient Forests Post-Fiona" conference on March 11 at the Tracadie Community Centre. The conference was very well attended (100+) and much valuable information was presented.

3. Raena presented the Treasurer's report for the month of February

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: Feb 1, 2023	\$155,189.01	\$71,734.94	
Less o/s cheques	\$2,110.12		
Plus deposits	\$200.00	\$87.85	(Interest)
Plus o/s cheques	\$2,097.41		
Less expenses	<u>\$92,023.15</u>		
Closing balance: Feb 28, 2023	\$63,353.15	\$71,822.79	

- It was noted that there were two major purchases during the month: \$66,000 for a culvert which will be installed on the Donaldston Road in a cooperative project with the Department of Transportation and Infrastructure, and \$15,000 for the purchase of a truck

Moved by Shauna, seconded by Jean-Paul that the Treasurer's report for February be accepted as presented. All in favour. Motion carried.

4. Reserve Fund Policy

- Jean-Paul and Lowell revised and simplified the policy document and circulated it to Board members in advance of the meeting.

Moved by Jean-Paul, seconded by Philip that the Reserve Fund Policy be adopted as presented. All in favour. Motion carried.

5. Field Committee

- Raena is working on an operational plan for the 2023 field season. The plan will be reviewed by the Field Committee before the Board's April meeting.
- Raena will see that our two chainsaws are serviced. It was suggested that we take them to Cycle Tune and Tire on St. Peters Road for this service. It was also suggested that we investigate the possibility of purchasing electric chainsaws.

6. HR Committee Report

- Raena reported that we will have 4 returning staff, and that 2 positions will remain open for the time being.

7. Communication and Outreach Committee Report

- It was suggested that we consider organizing school field trips in the fall.
- Staff will assess the condition of the trail before deciding whether we will offer the Lady's Slipper Walk in June.

8. Coordinator's Report (sent in advance)

- Raena is working on a revised job description for the Field Supervisor position. She will circulate it to Clare and Jean-Paul for review.

- Raena will have the truck serviced.
- We received a quote from BDO for preparing audited financial statements for FY 2022-2023 that is much higher than what we paid last year. The reasons for the increase are not clear. Jeff will check with BDO to see if the quote can be adjusted downward and will request a quote from Fitzpatrick & Co. Raena will find out how many hours BDO billed us for the last audit and will contact the Watershed Alliance to see whether other watershed associations are paying for audited financial statements every year.

9. Review of the Scorecard

- Annual targets reached for most operations.
- Raena will clarify water extraction targets and results.

10. Budget

- Members reviewed the FY 2022-2023 budget update and reviewed a proposed FY 2023-2024 budget; several changes to the proposed budget were suggested.

11. Other Business

- We received a request to suggest questions to the Leaders’ Environmental Forum to be held at the Farm Centre on March 23.
- Two questions were suggested:
 - Given population growth projections for Charlottetown, how will the provincial government deal with the City’s water extraction permit?
 - What is the provincial government’s long-term plan for infrastructure projects to improve fish passage?

12. Next Meeting

- The next Board meeting will be held on Wednesday, April 19, at 7:00 pm at McQuaid’s Boardroom on 30 Jordan Crescent.

Meeting adjourned at 8:15

Signature – Dwayne McNeill, Chair of WRTBWA	Date
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Signature – Jean-Paul Arsenault, Secretary of WRTBWA	Date
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